

Explaining the life
cycle of infrastructure
projects

Progress on
eight long-term
administrative goals

Completed, ongoing
and upcoming
civic projects



ST. CHARLES PARISH
MID-TERM

REPORT



MARCH 2010



EVERY ACCOMPLISHMENT STARTS with the decision to TRY.



A MESSAGE FROM PARISH PRESIDENT V.J. ST. PIERRE:

When we took office, the Parish Council and I wanted to show residents that we were about change. From the way we look, to the professional way in which we conduct our business, to the character of our staff members, we wanted to show a new spirit of governance; an open and cooperative attitude, and above all – A desire to do the right thing on behalf of the people of St. Charles Parish.

With that in mind, I humbly present to you this report on the actions of parish government since our current terms began on Jan. 14, 2008. Within these pages you'll find highlights of the many 'action steps' we've taken

to help accomplish eight long-term goals set forth in the early days of the administration.

You'll also learn about the life cycle of infrastructure projects, and see what's been accomplished in the realm of projects that will further increase our quality of life here in St. Charles Parish.

I want to thank you for taking the time to review this information and for being a part of this exciting time for our parish. It remains true that our people are this parish's greatest treasure.



On the Cover: St. Charles Parish President V.J. St. Pierre Jr., Councilwoman At-Large Carolyn K. Schexnaydre, Councilman At-Large Terry Autremont, District 1 Billy Raymond Sr., District 2 Shelley M. Taslet, District 3 Wendy Benedetto, District 4 Paul Hogan PE, District 5 Larry Cochran, District 6 Marcus Lambert and District 7 Dennis Nuss.

ST. CHARLES PARISH MID-TERM REPORT



A PROJECT'S LIFE CYCLE

Timelines for project completion can vary depending on external factors, including grant funding, permitting and engineering time. However, most projects must flow through pre-determined milestones to completion.

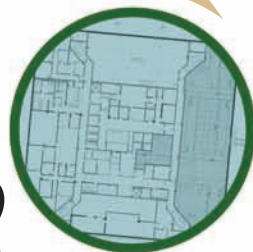


1 Initial Engineering Meeting



2

- Initial Engineering Contract to Council
- Council Awards Engineering Contract
- Executed Engineering Contract
- Project Scope Definition Finalized



3

- Issue Task Order Authority to Proceed
- Conceptual Engineering Design
- Preliminary Engineering Design
- Final Engineering Design
- Surveying
- Permits Received
- Rights of Way / Servitudes Obtained

6

- Substantial Completion / Inspection
- Final Closeout Documents, As-Builts, Change Orders
- Clear Lien Retainage Released



5

- Pre-Construction Meeting
- Notice to Proceed
- Procuring Materials
- Fabrications / Testing
- Mobilization
- Construction



4

- Advertise Bids
- Pre-Bid Conference
- Define Resident Inspection Requirements and Costs
- Bid Opening
- Notice of Award
- Introduce Construction Contract to Council
- Council Awards Construction Contract
- Construction Contract Filed at Courthouse



GOAL 1

Expedite the construction of a West Bank hurricane protection levee.

2008

PUBLIC WORKS: The St. Charles Parish Public Works Department improved its working relationship and communication with U.S. Army Corps of Engineers.

The Lafourche Levee District completed work on a third lift on Phase I of the existing levee behind Magnolia Ridge in Boutte.

The parish council approved a contract with Burk-Kleinpeter Inc. Engineers to move forward with Phase II of the levee, planned for construction behind Luling's Willowridge subdivision.

The parish contracted with GCR to begin land acquisition for Phase II.



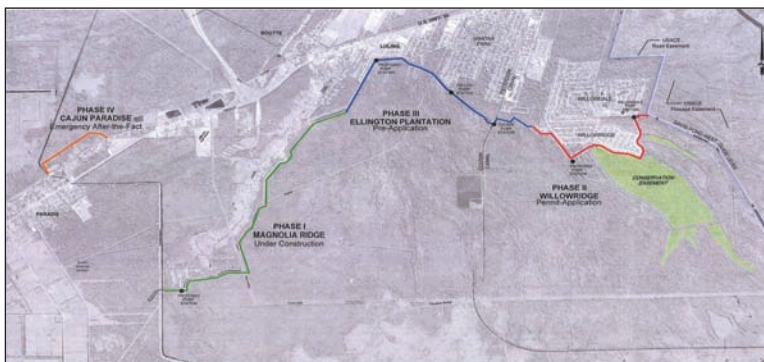
Parish officials entered cooperative endeavor agreement with the Lafourche Levee District for levee Phases II and III.

GCR completed modeling for Phase III.

Parish officials participated in the engineering review process and construction for the federal West Bank and Vicinity levee. The levee will run from Jefferson Parish (South of Highway 90) to the Davis Diversion guide levee and finally tie in to the Mississippi River levee in Ama.

2009

PUBLIC WORKS: The parish submitted a permit application to appropriate regulatory agencies, including the Corps of Engineers, for Phase II.



ST. CHARLES PARISH HURRICANE PROTECTION PROJECTS



BURK-KLEINPETER, INC.
ENGINEERS
10000 Highway 100, Suite 100
Boutte, LA 70049
504-833-1111
OCTOBER 2008

GOAL2

Create responsible, accessible and responsive government that has sound financial and administrative practices.

2008

IT OFFICE:

Implemented technology help desk support and procedures to provide timely and effective tech support services to government employees.

IT OFFICE:

Provided training and supervision in the latest techniques in technology.

PUBLIC INFO: Helped promote cultural events and infrastructure progress via Cox Cable Channel 6 and the SCP Web site.

WATERWORKS: Implemented online payment of water and sewer bills with approximately 1,200 users per month.

IT OFFICE: Assumed Geographic Information Systems responsibility by hiring an in-house expert.

ADMINISTRATION: Established policy reducing parish take-home vehicles by 20 percent.

ADMINISTRATION: Reorganized the structure of Public Works.

PUBLIC INFO: Provided constant updates during Hurricane Gustav via the parish's Web log using photos and video.



2009

WASTEWATER: Performed billing audit, which determined 121 customers were not being charged appropriate sewer fees.

PUBLIC INFO: Provided open access to videos of public meetings for viewing online.

PUBLIC WORKS: Implemented improved internal method to track project costs and progress.

PUBLIC INFO: Implemented 'Info Tour' to give residents an opportunity to visit infrastructure and interface with parish officials.

IT OFFICE: Installed new telephone system in courthouse administrative offices.

PUBLIC INFO: Residents can more readily express opinions on SCP government through forms on the parish Web site.

PUBLIC INFO: Incorporated social media - Twitter and Facebook.



GOAL3

Establish a well-maintained and future-oriented infrastructure with emphasis on effective drainage.



2008

EOC: Federal Hazard Mitigation grant received to acquire two repetitive loss homes at a cost of \$341,147.

PUBLIC WORKS: Began extensive program to clean drainage ditches, canals and culverts and replace undersized culverts.

PUBLIC WORKS: Began purchasing and installing necessary backup generators for pumping stations to ensure operability during storms.

WASTEWATER: Installed hurricane shutters on the Destrehan and Hahnville Wastewater Treatment Plant offices using federal hazard Mitigation Grant Program funding in the amount of \$16,467.

2009

WATERWORKS: Began construction of a 6-million-gallon per day water treatment plant at the New Sarpy waterworks site.

WATERWORKS: Replaced 8,700 feet of 8-inch cast iron line with 12-

inch PVC piping along Old Spanish Trail in Boutte using state LGAP funding in the amount of \$142,800.

WATERWORKS: Installed two 18-inch polyethylene water lines under the Mississippi River to tie East and West Bank water systems, resulting in additional capacity for the parish and the ability to divert water as needed.

WATERWORKS: Refurbished two elevated tanks and two ground water storage tanks.

WATERWORKS: Painted water towers in Taft and St. Rose.

EOC: Federal Hazard Mitigation grant received to acquire one

repetitive loss home at a cost of \$278,176.

EOC: Awarded a Hazard Mitigation grant to raise 16 severe repetitive loss homes at a cost of \$3,028,766.

PUBLIC WORKS: Cleaned approximately 36.5 miles of infrastructure, drainage ditches and canals and culverts, and replaced undersized culverts.

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2008

PLANNING AND ZONING: The St. Charles Parish Department of Planning and Zoning has completed 10 zoning / subdivision amendments and helped the council with another 11 code changes. This has clarified zoning and subdivision regulations so land use decisions can be made in a fair and predictable manner.

Completed community-wide comprehensive zoning for Ama.

guide the planning process.

Held 10 St. Charles 2030 visioning public meetings throughout the parish, with 534 participating.

The St. Charles Parish Council adopted the St. Charles 2030 Land Use Plan Vision Statement.

Completed Phase II of the St. Charles 2030 Land Use Plan entitled, 'Existing Conditions'.

Completed seven zoning / subdivision amendments and helped the council with another four code changes.

IT OFFICE: Established a Geographic Information Systems coordinator position, who is acquiring essential data for the development of smart growth related to the St. Charles 2030 Land Use Plan, including...

(CONTINUED ON PAGE 14)

2009

PLANNING AND ZONING: Secured a grant to complete a comprehensive land use plan.

Contracted with Wallace, Roberts and Todd to begin the St. Charles Parish Master Land Use Plan process.

Established a 30-member Land Use Plan Steering Committee to



GOALS

Develop a comprehensive parks and recreation program that provides an array of services for all citizens.



2008

PARKS AND RECREATION: Began participation in USSSA League, allowing for both moderate and competitive-level baseball divisions.

Began the Challenger baseball program for developmentally disabled youth, with 75 participants. Also began the Shooting Stars basketball program, with 85 participating.

Reduced the cost of the Summer Camp program and made improvements resulting in increased participation by 250 children at two additional sites.

Began two recreational boys' basketball leagues resulting in increased participation by about 200.

Began a girls' volleyball league with seven teams and 40 participants.

2009

Repainted all structures and installed water fountains at both East and West Bank Bridge Parks.

Added a permanent block backstop and reconditioned the ball field at the East Bank Bridge Park.

Constructed a ball field, a pavilion and a parking lot at Killona Park.

Developed a ball field, basketball court and parking lot at J.B. Green Park in Des Allemands.

The format for end-of-season competition was changed to allow all teams to participate in a double-elimination tournament.

SCP hosted two state and three USSA baseball tournaments.

Showed increased participation in girls' softball (additional 40), mens' softball (additional 30), boys' basketball (additional 46), girls' volleyball (additional 180) and boys' football (additional 88).

Began Camp Shriver Program through Special Olympics.

Partnered with Community Services to provide healthy lunch meals at Summer Camp sites. Sites reported a 33 percent increase in lunch participation.

The Summer Camp Program implemented a before and after camp service at two camp sites.

Began an annual Easter Egg Hunt at the West Bank Bridge Park with over 200 children participating.

Contracted with Wallace, Roberts and Todd consultants to provide development of a master plan for parks and recreation.

Completed the Montz Park survey and conceptual design with Phase I beginning in 2010.

GOAL6

Build a diverse economy with the ability to sustain during economic changes.

2008

ECONOMIC DEVELOPMENT:

Southern Recycling announced its relocation near Killona to anchor an intermodal industrial park.

Falk / Renew Prager's announced a new manufacturing facility in St. Rose.

Fisk Electric relocated to its newly constructed facility in St. Rose.

Trico Marine Group relocated to St. Rose.

2009

ECONOMIC DEVELOPMENT:

Helped launch the Edible Enterprises Food Technology Incubator in Norco.

Announced the retention and expansion of the Bollinger Shipyard office in St. Rose.

Announced the retention and expansion of Kongsberg Maritime Inc. in St. Rose's James Business Park.

Air Products Hydrogen Plant is set to be built at the Monsanto site in Luling. The project will add employees as well as reduce emissions at Monsanto.

Bisso Towboat Company headquarters constructed in Luling.

Carrier Transicold constructed its facility in St. Rose.

FedEx Freight decided to relocate and begin construction of a new facility in St. Rose.

Ram Tool relocated to its newly constructed facility in St. Rose.

MR Pittman Construction's decided to relocate its headquarters to a new office facility to be built in St. Rose.

Valero announced plans to build a biodiesel refinery within the footprint of its existing facility in New Sarpy.

A new economic development / marketing video was completed for St. Charles Parish.

The parish secured a \$2 million grant to cover the expense of installing a rail spur at the to-be-built intermodal industrial park in Killona.



GOAL7

Promote a parish that is safe, environmentally conscious and provides cultural and aesthetic enjoyments.



2008

COMMUNITY SERVICES: Completed an energy audit and implemented energy conversation measures, including the construction and installation of sunscreens for the St. Rose Community Center.

WATERWORKS: Received an award for 'Best Tasting Water' in Louisiana from the American Waterworks Association.

PLANNING AND ZONING:

Approximately 20 blighted structures were demolished, and 651 grass complaints were addressed.

PUBLIC INFO:

Mailed hurricane preparedness brochure to all residents of St. Charles Parish.

GRANTS:

Installed hurricane wind screens at the hospital using \$260,153 in Hazard Mitigation Grant Program funding.

EOC: Parish was awarded \$750,000 in FEMA Emergency Operations Center Grant Program funding for the construction of a new Emergency Operations Center.

GRANTS: Parish awarded a state appropriation of \$190,000 for the

construction of a road, parking areas, sidewalks, water edge treatment, dock and ramp and three pavilions with picnic tables at Wetland Watchers Park in Norco.

2009

ANIMAL CONTROL: Conducted educational classes for Sheriff's Department on animal abuse cases.

ADMINISTRATION: Implemented spring and fall Trash Bash programs using a \$15,000 grant from Keep Louisiana Beautiful.

ANIMAL CONTROL:

Improved conditions at the Animal Shelter by painting and using better disinfectant chemicals.

PLANNING AND ZONING:

Completed 14,500 feet of Lake Salvador shoreline

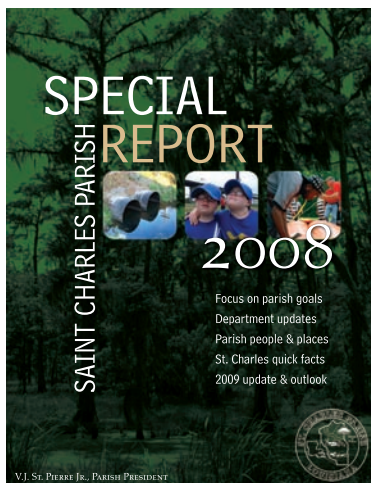
armoring using \$2.3 million in CIAP grant funding.

PLANNING AND ZONING:

Approximately 38 blighted houses were demolished, and approximately 850 grass complaints addressed.

PLANNING AND ZONING: Wetland Watchers Park boardwalk and outdoor classroom constructed in

(CONTINUED ON PAGE 15)



GOAL8

Develop a work place that attracts and retains committed, self-directed and creative team members as its workforce.



2008

PERSONNEL: Coordinated an effort to provide necessary information for a wage and market comparability study. Results and recommendations were made via council approval.

PERSONNEL: A committee reviewed and recommended changes to parish policies to enhance employee morale and benefits packages.

GOVERNMENT BUILDINGS: Implemented a plan to improve the

appearance of all government buildings and bridge parks, including upgraded landscaping.

2009

PUBLIC INFO: Provides regular video updates on the work and commitment of parish employees.

PERSONNEL: Parish departments continue to organize and conduct training programs for all employees.

GOVERNMENT BUILDINGS:

Installed a 1,250-kilowatt generator that will power the courthouse during emergencies, making response more comfortable for workers stationed at Emergency Operations and allowing government functions to get up and running as soon as possible.

COMMUNITY SERVICES: The Department of Community Services empowered over 30 disconnected youth by employing them to beautify and educate the community about energy conservation through the Tri-Parish Youth Restoration Corps and Youth KREWE programs.



INFRASTRUCTURE IMPROVEMENTS

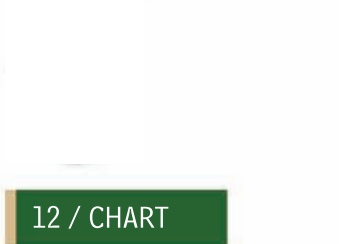
A look at
current and
future
projects

COMPLETED

Project Name	District	Final Cost	Grant Funds
Destrehan II Pump Station Access Bridge	3	\$222,295	-
Spillway Road Resurfacing	6	\$489,700	-
LCDBG East Bank Street Improvements	3, 5	\$469,114	\$406,491
Destrehan WWTP Rehab Phase I	3, 5, 6	\$349,500	-
Destrehan WWTP Rehab Phase II	3, 5, 6	\$268,950	-
Ama Pump Station Bar Screen Cleaner & Deck	2	\$1,580,100	-
2008 Road Maintenance Contract	All	\$923,523	-
Montz MDP - Evangeline Rd. Culvert Install	6	\$148,988	\$142,800
2009 Road Manuals	All	\$70,000	-

UNDER CONSTRUCTION

Project Name	District	Final Cost	Grant Funds
Maryland Drive Consplan Bridge Crossing	7	\$380,930	-
Cousins PS Bar Screen Cleaner and Deck	2, 7	\$3,708,360	\$1,193,112
Courthouse Emergency Generator	All	\$992,200	\$358,228
Beaupre and Lakewood Sewer Improvements	2	\$827,975	-
Paradis PS Bar Screen Cleaner / Deck	4	\$910,513	\$750,000
New Sarpy Pump Replacement / Cover Install	6	\$243,210	-
Schexnaydre PS Bar Screen Cleaner	3, 6	\$2,107,105	\$869,151
2009 Road Maintenance	All	\$726,762	-
West / East Bank Bike Paths	All	TBD	-
Rathborne Park Walking Trail	7	TBD	-



LCDBG = Louisiana Community
Development Block Grant
WWTP = Wastewater Treatment Plant
PS = Pump Station
MDP = Master Drainage Plan
CBS = Canal Bank Stabilization

IN FINAL DESIGN PHASE

Project Name	District	Est. Cost	Grant Funds
Coronado Park Drainage Improvements	7	\$354,941	-
Coronado Park Pump Station Upgrade	7	\$965,000	-
Eighty Arpent Pump Station Upgrade	1	\$3,000,000	TBD
Eighty Arpent Pump Station Bar Screen Cleaner	1	\$3,441,900	TBD
Engineers Canal PS Bar Screen Cleaners	6	\$1,900,000	TBD
Dianne Pump Station Bar Screen Cleaners	5	\$1,555,700	TBD
New Sarpy Pump Station Bar Screen Cleaners	6	\$1,685,035	TBD
Acorn and Sharon Street Sewer Improvements	4	\$479,348	-
Replace Natural Gas Engines - Destrehan I PS	3	\$300,000	-
Michael Drive Culvert Replacement	4	\$175,000	-
Ormond Boulevard Culvert Replacement	3	\$2,187,218	TBD
Boutte Pump Station Upgrade	1	\$797,390	-
Montz MDP - Thoroughbred Ln. Culvert Replace	6	\$324,000	-
Major CBS - Dunleith Phase VII	3	\$700,000	-



COMPLETED PROJECT -

Automatic bar screen cleaners installed at the Ama pump station ensure the pump works at full capacity during heavy rain by removing debris from the intake.





PROJECTS IN PRELIMINARY DESIGN

Project Name	District	Est. Cost	Grant Funds
High Priority Lift Station Upgrades	2, 7	\$1,000,000	-
Cajun Paradise Levee	4	\$1,000,000	-
Destrehan WWTP Phase III and IV	3, 5, 6	\$1,613,260	-
East Bank Master Drainage Plan	3, 5, 6	\$1,000,000	-
Mimosa/Lagatutta Drainage Study/Improvements	7	\$600,000	-
Mimosa and Lagatutta Pump Station	7	\$2,400,000	-
Montz MDP - KCS Canal Improvements	6	\$750,000	-
Montz MDP - Improve/Realign Coulee Drainage	5	\$570,000	-
Oakland and Fairfield PS Improvements	5	\$4,000,000	-
River Bend Pump Station / Jack and Bores	5	\$2,516,070	-
WB Hurricane Protection Levee - Permitting	1, 2, 4, 7	\$500,000	-
Lakewood Automatic Bar Screen Cleaners	7	\$1,800,000	-
No. 10 Canal Road Crossing Culverts	4	\$1,600,000	-
Willowdale Box Culverts	2	\$549,275	-
Primrose Canal Crossing Improvements	7	\$825,000	-
Hahnville WWTP Rehab Phases I-IV	1, 2, 4, 7	\$2,266,000	-

CONTINUED FROM PAGE 7 - GOAL 4

Acquisition of parish drainage information for Urban Storm Water Project.	gathering zoning data.
	Completed local addressing updates for the 2010 Census.
Acquisition of parish wastewater information in order to meet federal guidelines put forth by the Environmental Protection Agency's Capacity, Management, Operations and Maintenance Program.	Identified and added over 100 housing units to the census list.
	Updated U.S. Census about Census Designated Places to coincide with official parish community boundaries established by Ordinance 00-9-11.
Assisted the Planning Department in	



CONTINUED FROM PAGE 6 - GOAL 3

IT OFFICE: Began collecting Global Positioning System data of the parish's drainage network beginning in Destrehan. This information has facilitated mapping of the direction of water flow, along with drainage features that identify areas prone to flooding.

PUBLIC WORKS: Completed installation of automatic bar screen cleaners for the Ama pumping station.

PUBLIC WORKS: Replaced three canal bridges along Primrose Drive to increase the Primrose Canal's flow capacity.

PUBLIC WORKS: Continuing to purchase and install secondary backup generators at

pumping stations for use during emergencies.

WASTEWATER: Wastewater lift stations and force main installed in the Beaupre Drive area of Luling.

WASTEWATER: Headworks repaired at East Bank wastewater plant, correcting damage caused by hydrogen sulfide gas.

PUBLIC WOKS: New vacuum truck and culvert trailer purchased to speed cleaning of existing interior drainage infrastructure.

WASTEWATER: Purchased three additional lift stations and standby / emergency generators for the West Bank wastewater Plant and oxidation pond.

CONTINUED FROM PAGE 10 - GOAL 7

Norco.

PLANNING AND ZONING: Resolved 1,394 permit and code violation inspections.

PLANNING AND ZONING: Issued 763 construction permits, including 535 required to meet the International Construction Code requirements.

WATERWORKS: Received regional award for 'Best Tasting Water' in Louisiana from AWWA.

PUBLIC INFO: 'Special Report' mailed to all households describing accomplishments of parish departments.

EOC: Developed an effective evacuation plan, including animals, which maximizes St. Charles Parish employees' services.

ADMINISTRATION: Implemented monthly recycling drop-off sites in New Sarpy on the

East Bank and Luling on the West Bank. Each event brings in an average of 6 tons of material.

EOC: Awarded State Capital Outlay funding of \$945,600 for the construction of a new Emergency Operations Center.

GRANTS: Purchased IP dispatch console for Sheriff's Office with \$74,000 in federal grant funding.

EOC: Purchased and installed additional emergency AM radio advisory equipment using \$47,000 in federal grant funding.

ANIMAL CONTROL: Purchased utility trailer for use in animal shelter hurricane evacuations using \$1,000 in grant funding from the Humane Society of the United States.

EOC: Updated Hazard Mitigation Plan using \$105,000 in Hazard Mitigation Grant Program funding.

ST. CHARLES PARISH QUICK FACTS

- St. Charles Parish maintains almost 1,000 miles of drainage ditches and canals and 46 pumping stations.
- The St. Charles Parish Department of Parks and Recreation maintains 37 parks along with accompanying restrooms and concession stands.
- Animal Control, in conjunction with the St. Charles Humane Society, facilitated the adoption of 588 animals in 2009. Animal Control officers went on 3,004 call-outs.
- The parish's YouTube channel contains over 370 videos and public service announcements for viewing. Over 123 archived parish council and committee meetings, as well as long-form videos and ceremonies may be viewed at vimeo.com/stcharlesgov.
- Parish government collected \$32,710,536 in sales taxes and \$21,457,700 in property taxes in 2009.
- Recreational programs through the Department of Parks and Recreation reported an increase in participation in 2009. Youth football saw an 88-participant increase, and youth volleyball increased its participation by 65 percent to 220 players.
- The parish's in-house Geographic Information Systems team has captured information on drainage in Destrehan, New Sarpy and Norco. So far the team has identified 2,222 catch basins, 626 manholes, over 5 miles of ditches and more than 13 miles of subsurface drainage.
- The parish secured grant funding totaling \$10,735,298 in 2009. Projects completed include the Trash Bash litter cleanup event, drainage improvements along Evangeline Road in Montz and a water line upgrade along Highway 631 in Boutte.



STAY INFORMED

St. Charles offers a variety of ways for residents to learn about parish activities and stay informed during emergencies.

MAIN LINE: (985) 783-5000

EMERGENCY OPS: (985) 783-5050

WEB SITE: stcharlesparish-la.gov

GOVERNMENT CHANNEL: Cox Cable 6

EMERGENCY RADIO: 1370 AM

TWITTER: twitter.com/stcharlesgov

FB: facebook.com/stcharlesgov

YOUTUBE: youtube.com/stcharlesgov

Vimeo: vimeo.com/stcharlesgov

INFO LINE: 1-888-SCP-9EOC

